

Tri- Township Public Library District
Board of Trustees Meeting
Regular Minutes
May 4th, 2010

President Ashcraft opened the meeting at 7:02 p.m.

Roll Call: Elson, Huck, Little, Perrine, Scheller and Ashcraft. Absent: Lindsay.

Present from the Public were Vicky Hart and Norma Sidener.

Input of Agenda Items: Board: Maintenance- floors, kitchen sink, elevator repairs, air conditioner.
New business-audit

There was no input from the public.

Approval of minutes: A motion was made by Perrine and seconded by Little to approve the regular minutes of the April 6th, 2010 meeting as presented.

Ayes: Elson, Huck, Little, Perrine Scheller and Ashcraft. Absent: Lindsay.

Treasurer's Report: The checking account has twenty three thousand three hundred and ten dollars in it but Treasurer is putting nineteen hundred and forty nine dollar and seventeen cents in it to cover until end of fiscal year. There is plenty in the holding so we will be okay.

Director's Report: The Director informed the Board that she would be going to the American Library Association Conference again this year.

The Friends of the Library want to donate a dye cut machine to the Library. Director will see what is available at the conference.

Director has been working on the budget and the committee will meet before the next meeting to finalize it. We will need a quorum for next month's meeting as the Board will have to vote on the budget and also the cost of living raise for staff.

The Summer Reading Program will kick off on May 22nd, 2010.

Statistics are attached.

Maintenance: The concrete work has been tabled

The elevator needed repairs and Director had them done for a cost of one thousand four hundred sixty four dollars and eighty five cents.

A motion was made by Elson and seconded by Scheller to approve payment for the elevator repairs from the Building repair fund.

Ayes: Elson, Huck, Little Perrine, Scheller and Ashcraft. Absent: Lindsay.

The air conditioner which cools the Community Room needs to be replaced .The cost for a new five ton a-coil and condenser installed air conditioner is four thousand nine hundred eighty dollars. There is enough money in the Building Maintenance Fund to pay for it.

A motion was made by Elson and seconded by Huck to approve payment of four thousand nine hundred and eighty dollars for a five ton a-coil air conditioner to be installed by Belo Company. Floors: Huck brought up the cleaning of the floors. Director has talked to Janitor about them. She thinks the problem with the edges is the type of mop being used. Board asked the Director to tell him they would like him to use a sponge mop on the edges and around the baseboards.

Sink: Little mentioned that she noticed a problem with the sink in the kitchen while doing dishes after the Volunteer Banquet. She couldn't remember exactly what it was, so Director will call the plumber to come and check it out.

Communications: The annual validation was received from the Madison County Treasurer. Treasurer has signed and returned the paperwork to the Madison County Treasurer. A notice was received about 2009 real estate taxes. The first payment will be due on July 7th, 2010, second on September 7th and the third on October 7th

A letter was received from the City of Troy concerning road improvements for the city. Those affecting us will be right in front of the Library. There will be an informational meeting on May 13th, 2010 from 4 to 6 p. m. Director needs someone to go to the meeting as she has to work that evening. Scheller offered to go and ask the questions that will affect the library.

Old Business: Deaf Assistance video cam. Elson has talked to someone and they said go online and sign up and we will come install it for you. There doesn't seem to be any cost but we might have to get a TV. She hasn't gotten very good information, so will continue to find out more.

Library website redesign: No update.

Volunteer Banquet: The banquet was a great success. Director has received a lot of good reports. Everyone enjoyed having just quiet music during and after the meal. Once again the food from Ravanelli's was excellent.

FY11 Budget: Committee will meet to finalize the Budget before next meeting.

New Business: Annual Staff development day. The staff would like to have Wednesday, June 9th, 2010 for their development day. The plans for the day are not finalized yet but Director would like Board to approve closure of the library for that day.

A motion was made by Perrine and seconded by Scheller to close the library on Wednesday, June 9th, 2010 for staff development day.

Ayes: Elson, Huck, Little, Perrine, Scheller and Ashcraft. Absent: Lindsay.

Cross training of Director's duties: Director would like to train different staff members on different aspects of the director's duties so the day to day things can be taken care of while Board is looking for a new Director.

IMRF shortfalls: Director is five dollars short for this month's payment and will need finances for the next few months. She would like approval for up to two thousand five hundred dollars contributed by the Board from the Holding Fund to IMRF Fund.

A motion was made by Scheller and seconded by Little for the Board to contribute up to two thousand five hundred dollars from the holding fund to IMRF.

Ayes: Elson, Huck, Little, Perrine Scheller and Ashcraft. Absent: Lindsay.

Auditor: The Auditor will be here the second week in August to begin the audit.

Closed Session: none

Announcements: Our reporter Amanda Walker has a baby boy.

Perrine brought in copies of an article written by Melanie Eversley in USA Today concerning Recession and the crisis for libraries around the country. President Ashcraft thanked our Director for helping us keep fiscally responsible and the cooperation of the Board. Meeting was adjourned at 7:50 p. m.